

REQUEST FOR PROPOSALS
Phase I and Phase II Environmental Site Assessment Reports for
Former Commercial Property

416 West Street
Van Meter, Iowa 50261

Purpose

The City of Van Meter is soliciting quotes to provide a Phase I and Phase II Environmental Site Assessment (ESA) Reports for property located at 416 West Street in Van Meter, Iowa. The purpose of this ESA is to identify recognized environmental conditions associated with current or past operations at the subject property. This ESA is in support of the potential deconstruction of the subject property.

Scope of Services

The scope of services includes preparation of an ESA in accordance with the recommended format of ASTM E 1527-05 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process for conducting an environmental site assessment of a parcel of commercial real estate.

The City is seeking a Derelict Building Grant Program (DBGP) funding award. The project will involve the removal of various hazards, some of which have been identified, such as asbestos. Other hazards have not yet been identified, including potential leaking gas tanks, lead paint, and others. The Phase I ESA will be performed in the early part of the project, likely as early as the spring of 2013. It will involve a full site assessment including the building and surrounding land on the property. It will result in recommendations for remediation or mitigation of hazards that are found, some of which may be addressed as part of the scope of work in the DBGP later in the year.

Both a Phase I and Phase II ESA are requested. A firm may submit a proposal for one of both of the ESA reports. When a contract is approved, a Phase II ESA will be performed only if it is recommended or required as a result of the Phase I study.

Requirements

The Phase I and II ESAs will be performed in a strict timeframe in the process. The contractor will need to be available within a two-week notice by the City. Reports will need to be delivered expeditiously after the performance of the ESA reports.

Limitations

This project will only proceed if a DBGP grant is awarded. If the grant is denied, and the

City decides to proceed in the future, those firms that submit a proposal will be solicited to submit an updated proposal. The City has the right to deny all proposals at any time.

Process

RFPs are being distributed to various environmental professionals. If the grant is awarded, likely in early spring 2013, we will negotiate a contract with the selected contractor(s).

Submittal Requirements

Proposals are to be submitted in writing by January 10, 2013 at 4 PM to the City of Van Meter. One copy of your proposal, signed and on your letterhead, is required. It can be faxed, emailed, or mailed to the city.

Jake Anderson, City Administrator
City of Van Meter
505 Grant St.
Van Meter, Iowa 50261-0160
515.996.2644
janderson@cityofvanmeter.com

Please specify on your itemized cost proposals for each "Phase I" and "Phase II" so the City can consider your RFP fairly. If you submit a proposal for both ESA reports, they can be in one package but should be on separate bound and signed proposals.

Proposals shall include the following:

- Brief description of the process that will be used in the ESA.
- Description of your qualifications to perform the work, including certifications, as applicable.
- Estimated cost of performing the services (separate price for Phase I and Phase II).
- Appropriate certifications and registrations.
- Certificate of insurance.

More Information

Please contact the City Administrator for more information or to schedule a site visit. All firms are advised to review the site prior to submitting proposals.

Items of note: Above grade tanks are visible. Site was once a gas station. Possible buried tanks or tanks on the east side of the building exist. Site was once a repair garage. A recessed hydraulic pit is possible at the west end of the center portion of the building.

Please see the attached asbestos report. Please note that a contractor is being contracted under a different RFP to remove asbestos hazards.